

# **RADFORD SEMELE PARISH COUNCIL**

## **MINUTES**

A meeting of the Parish Council was held in the Community Hall, Lewis Road, Radford Semele, on Monday 18<sup>th</sup> April 2011 at 7.30 pm.

**Present:** Cllr J M Whitehead (in the Chair), Cllr D E Chater and Cllr Mrs J Loveridge.

**In attendance:** WDC/WCC Cllr Michael Doody

- 1. Apologies for Absence:** Cllr Mrs J A Edwards, Cllr A J Malin, Cllr Mrs J P Malin, Cllr H E Marriott and Cllr Mrs F M Walsh

- 2. Declarations of Interest**

At a previous meeting of the Council, it had been agreed that all Councillors will renew their Declarations of Interest in writing at the beginning of each Council year. The Forms of Declaration were distributed to the Councillors in attendance – the Clerk to put Forms before absent Councillors.

**Action: Clerk**

- 3. Minutes of the last meeting**

The Minutes of the last meeting on the 28<sup>th</sup> March 2011 were approved and signed.

- 4. Police Matters**

In the absence of police representatives or a police report, Cllr Doody informed the meeting that reductions in police resources meant police reduced presence in the Parish Council area. The Cubbington area was now a very large area, stretching from Baginton and the focus for enquiries was on one officer, PC Adriano Towle.

- 5. WCC & WDC Matters**

- 5.1 Cllr Doody reported that the reorganisation of the bus service had now been concluded. Radford Semele had not suffered under the reductions that other areas in the eastern part of the county had, for example Baginton.
- 5.2 The Youth Service had been the subject of drastic cuts.
- 5.3 The Spa Centre continued to be subsidised by the District Council but the presentation and quality of performances had improved considerably. It had acquired a new manager and it was felt that local people wanted shows of a quality to be met in Coventry, Birmingham or London and the Spa Centre seemed to be achieving that. Attendances had been up.
- 5.4 WDC wanted to maintain the quality of street cleansing and so far this has been achieved.
- 5.5 WDC is to purchase Kenilworth Police Station from the Police Authority and turn it into a civic centre. Tenancies will then be granted to the Police and the PCT and

other organisations such as Kenilworth Town Council. Steps will then be taken to sell the current building in Southbank Road occupied by the Town Council.

- 5.6 WDC is still operating in the former United Reform Church building in Spencer Street; negotiations are continuing with the Loft Theatre.
- 5.7 WDC resisted pressure to sell any part of Oakley Wood (Crematorium ground) and Crackley Wood as it was considered these were important amenities in the area.
- 5.8 Despite media coverage to the contrary etc, he said no decision had yet been made on the proposed new dog controls.
- 5.9 The Library consultation is ongoing – so far there has been no closure of the Central Leamington Library or reduction in its services.
- 5.10 He explained that the WCC had to continue making a reduction in its budget year by year – it needed to take 7% off its budget for the next few years. This would amount to a reduction of about £10 million. In contrast, WCC in order to reduce by some % had to effect a reduction of £60 million.

## **6. Matters Arising**

There were no matters arising save that Cllr Chater reported that Hybrid Arts had entered into an arrangement to run one of their training sessions in the Community Hall on Thursday nights to commence in the near future.

## **7. Finance and Accounts**

- 7.1 The Council approved a number of payments including the fee to the Clerk for support services provided by his office during the past year; the fee paid for the year ended 31<sup>st</sup> March 2010 of £625.20 + current VAT was agreed for the year ended 31<sup>st</sup> March 2011 subject to upward review by the Finance Committee in due course.
- 7.2 The Council was informed that currently the investment account stands at approximately £31,190 and the operating account stands at approximately £5,160.
- 7.3 Cllr Chater said that the Finance Committee had considered implementation of the new PAYE procedures required in respect of the Clerk's pay (imposed by HMRC from the beginning of April 2011). It had been decided to use the services of Michelle Johnson, a payroll book-keeper independent of the Parish Council whose charges were considered to be competitive and had been accepted by the Committee.
- 7.4 The Clerk had obtained confirmation that there would be a charge from the Electoral Registration Officer of £210 in respect of the forthcoming local council elections on 5<sup>th</sup> May 2011.

## **8. Correspondence**

- 8.1 The Clerk had received an effusive email from the St Nicholas Church Treasurer thanking the Council for the recent payment for the Church Restoration Fund.
- 8.2 The Clerk had written to Mr Bunn to renew his grass cutting contract for the forthcoming season.

- 8.3 The Council was informed that Mr Stan Sabin had been advised that the Council had no proposals to celebrate the 90<sup>th</sup> anniversary of the British Legion which might conflict with the proposed celebrations that he is organising.
- 8.4 The Clerk drew attention to a number of courses being organised by WALC on Saturdays spreading through April 2011 to October 2011.
- 8.5 The Clerk referred to a recent email he circulated amongst Councillors depicting symbols and poster material to persuade the public against dog fouling which his secretary had located. These are to be further considered.
- 8.6 As indicated in a previous meeting, a brief report had been submitted by the Clerk to the Chairman and the Chairman of the Finance Committee comparing three respective quotations for public insurance (the renewal date for the Council being 1<sup>st</sup> June 2011). After discussion as to the relative merits of the services offered by the three different companies, it was agreed that the Clerk would investigate a commercial offer by one of them, Aviva, to undertake an insurance contract for three years with a guarantee of no escalation in the premium from year to year during that period, and also to ascertain from WALC whether the three companies were all approved insurers for Local Authority business. **Action: Clerk**

## **9. The future of the Youth Club building**

Cllr Whitehead reported that he had not had an opportunity to have a further meeting with those interested in revamping the Youth Club building but he would pursue it.

## **10. Sports & Social Club land application**

- 10.1 Cllr Whitehead had drafted out some proposed Heads of Terms for consideration by the Council; it would be his intention to put the terms on a formal basis to the Management Committee of the Club once Councillors had taken a view on them. The item is to be on the Agenda for the next Council Meeting. **Action: Clerk**
- 10.2 The Clerk advised that it might be appropriate to have an independent solicitor to draft the Terms of Agreement with the Management Committee as an independent lawyer could take an objective view of what was required.

## **11. Report from the Planning Committee**

In the absence of Cllr Walsh, there was no report.

## **12. Report from the Playing Field Committee**

Cllr Whitehead expressed continuing concern over the lack of cleanliness in the car park area though the grass area of the Playing Field is clean. Cllr Chater had discussed with Michael Pearson calling upon him for extra time in dealing with clearance in the car park area. The figure for remuneration had been discussed with him. It was agreed that arrangements with Mr Pearson would be put in hand for him to spend extra time over and above his existing duties to ensure the car park area was kept clean and tidy.

**Action: Cllr Chater**

## **13. Report from the Finance Committee**

There was nothing to report in addition to matters referred to above.

**14. Report from the Sports and Social Club Committee**

There was no report.

**15. Report from the Village Emergency Committee**

In the absence of Cllr Edwards there was nothing to report although she had filed with the Clerk a report for the Annual Parish Meeting (to follow this meeting).

**16. Report from the Community Hall Committee**

It was reported that the Community Hall Committee had agreed to sessions from Hybrid Arts (se above).

**17. Report from the School Governors**

There was no report. The question was raised whether Cllr Hodder is likely to carry on as a member of the School Governing Body. The Chairman is to make enquiries.

**Action: Cllr Whitehead**

**18. Any Other Business**

(a) The Chairman tabled a draft of items of protocol which he would like to see applied to Council meetings. It was agreed to discuss these further at a future meeting when more Councillors were present. The protocol is to be circulated with the Minutes.

**Action: Clerk**

(b) The Chairman raised the fact that, within his knowledge, some members of the local junior football team have a struggle to meet their dues and he is concerned that inability to pay their way may discourage them from taking part. This would be to the detriment of the Village as a whole and very upsetting for the individuals. A debate ensued as to what action would be appropriate to provide some form of subsidy and it was agreed in principle that a donation should be made by the Parish Council to the Junior Football Club Management Committee. Without identifying specific individuals the Committee could then distribute the subsidy with discretion. The precise figure of the donation to be further discussed on a future Agenda.

**Action: Clerk**

**19. Date of next meeting: Monday 15<sup>th</sup> May 2011**

Signed.....

Date.....

**Chairman of the Parish Council**